

**San Luis Obispo County
Department of Social Services**



***Community
Service
Aide***

Salary

**\$12.41 – 15.08 Hour
\$2,151.07 – 2,613.87 Month**

The Position

Under supervision, to assist County departments in providing a wide variety of services to persons in the community; and does other related work as required. This classification is used to employ persons who have a first hand knowledge of community related problems. Assignments may vary widely, based on the department in which employed and program needs.

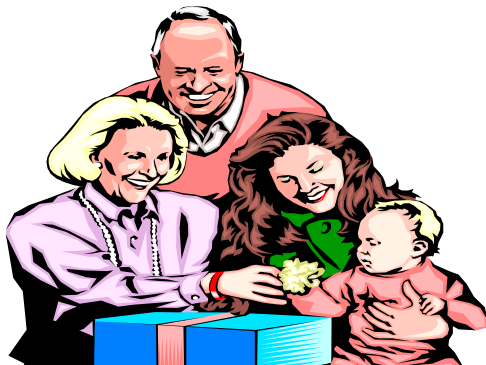
Typical Duties

- Assist County departments in providing a wide variety of services to persons in the community;
- Assists in establishing and maintaining effective communication between staff and the community areas serviced;
- Assists in conducting educational programs geared to the needs and interests of the community;
- Transports and accompanies persons to appointments;
- Assists in the referral of persons to appropriate community resources;
- Assists in gathering, compiling and analyzing data;
- Interviews persons to obtain needed information;



Knowledge and Abilities

- Must have knowledge of the needs, problems, attitudes and behavior of persons served by the department and the local community;
- Have knowledge of community resources;
- Read, write, speak and understand English;
- Follow written and oral instructions;
- Operate program-related equipment;
- Communicate effectively with persons in the community areas serviced;
- Present programs effectively;
- Maintain the confidentiality of information about the persons served.



License

A valid driver's license is required at the time of application. A valid CALIFORNIA driver's license is required at the time of appointment and must be maintained throughout employment.






Our Vision

A responsible and caring community:
Safe, Resilient and Healthy.

Our Mission

We partner with the community to enhance self-sufficiency while ensuring that safety and basic human needs are met for the people of San Luis Obispo County.

Our Guiding Principles

-  We strive to eliminate poverty and abuse.
-  We believe all people have strengths.
-  We work together to assist in removing barriers, eliminating biases, and finding solutions.
-  We strive to meet the unique needs of each community, family, and individual.
-  We commit to fairness and equity.

